



# Arapahoe County

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Relay Colorado 711

## Board Summary Report

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**File #:** 25-689

**Agenda Date:** 12/9/2025

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**To:** Board of County Commissioners

**Through:** Todd Weaver, Director, Finance

**Prepared By:**

Heather Lin, Accounting Division Manager, Finance

**Subject:**

Approve Increase to Cash Drawers for Arapahoe County Public Health

**Purpose and Request:**

Per Financial Policy 6.6 - Cash Drawer Pool Policy, the Finance Department is requesting that the Board of County Commissioners provide approval for the increase of cash drawer pool funds at two Arapahoe County Public Health Department ("Health Department") location. The purpose of this request is to make available, as necessary, cash in reasonable amounts to the Health Department so that it may make change for cash transactions with members of the public.

**Alignment with Strategic Plan:** Good Governance - Plan for future service, infrastructure, and fiscal needs.

**Background and Discussion:** The Arapahoe County Public Health provides a wide variety of health services, and a number of these services are for a fee and some of these fees have recently increased. When members of the Public pay these fees with cash, the provision of cash change may be necessary. The total number of cash drawers the Public Health Department currently has is 12. They requested an increase of \$100 additional dollars for two cash drawers for Environmental Health Division, for a new total amount of \$150 per drawer (a total increase of \$200). The locations that require this \$100 in additional cash are: Willow - 6964 S. Lima Street, Centennial, CO 80112 for the Environmental Health Division Cash Drawer #1 (\$150) and Altura Plaza - 15400 E 14th Place, Suite 115 (Altura Plaza Building), Aurora, CO 80011-5828 for the Environmental Health Division Cash Drawer #4 (\$150). As a result, additional \$200 of cash is requested here.

**Alternatives:** The Board could choose not to approve the Health Department's increased funding to these cash drawers. The impact of this would be that the Health Department may be unable not

accept some cash payments for services provided or provide change for such transactions.

**Fiscal Impact:** There is no direct fiscal impact to the county as these funds are derived from the existing Public Health Department budget.

**Alignment with Strategic Implementation Strategies:** N/A

**Concurrence:** The Public Health Department concurs with this request.